



**INTERNATIONAL CIVIL AVIATION ORGANIZATION
WESTERN AND CENTRAL AFRICA OFFICE**

**Eighteenth Meeting of the AFI Satellite Network Management Committee (SNMC/18)
(Ouagadougou, Burkina Faso 1-4 June 2010)**

INFORMATION BULLETIN

1. VENUE

The eighteenth meeting of the AFI Satellite Network Management Committee (SNMC/18) will be held at the **Hotel Splendide** located **1108, Avenue Kwame N’Krumah, Ouagadougou , Burkina Faso** from **1 to 4 June 2010**.

2. REGISTRATION

The participants are requested to pre-register by filling the attached registration form and sending by fax or e-mail to icaowacaf@dakar.icao.int.

Based on the duly completed pre-registration form received by the secretariat, name badges will be issued on site. Participants will be required to reconfirm their registration at the registration desk on **01 June 2010 (08:30-09:30 Hours)**, during the first day of the meeting.

3. OPENING SESSION

The official opening of the eighteenth meeting of the AFI Satellite Network Management Committee (SNMC/18) will take place on **01 June 2010 at 09:30 a.m.** The formal meeting will be held daily from **08.30 a.m.**

4. WORKING LANGUAGE AND DOCUMENTS

The workshop will be carried in English with translation into French.

In order to avoid paper waste and to save environment, all the meeting documents will be available on line and displayed by video projector.

Participants are kindly requested to bring laptops.

5. HOTEL INFORMATION

Participants are requested to make their own hotel reservations. A list of recommended hotels is attached.

6. TRANSPORTATION

Ouagadougou International Airport is situated 3 kilometers (about 5 minutes drive) from the city centre. Taxis are readily available; the taxi fare from the airport to the city centre is between **FCFA 2000 -3000**

Transport to and from **Hotel Splendide** could be provided to all participants at their request. The practical organization for the transport will be précised after participants’ arrival and accommodation.

7. VISA

While all travellers arriving in Burkina Faso should have a valid passport, Burkina Faso entry visas are not required for nationals from all ECOWAS and some other countries. Participants are therefore advised to ascertain whether or not they are exempt from the Burkina Faso visa requirements at Burkina Faso respective embassies.

8. HEALTH

- 8.1 Participants must ensure they take out travel insurance (including health) from their home country for the duration of their stay in Burkina Faso.
- 8.2 Presentation of yellow fever certificate at the point of entry is highly required for all participants.
- 8.3 It is advisable to be vaccinated against meningitis.

9. WEATHER AND LOCAL TIME INFORMATION

Hot wheat season –June to September

June is the beginning of the hot wheat season with tropical rain. Ouagadougou's mean minimum temperature on June is 26°C and the maximum is 36°C.

The local time in the Burkina Faso territory is Universal Time (UTC) or GMT time.

10. LOCAL CURRENCY AND FOREIGN EXCHANGES RATES

10.1 The basic unit of currency is the Francs CFA which is used in the Monetary Union of West Africa (MUWA) states (Benin, Burkina Faso, Cote d'Ivoire, Guinea Bissau, Mali, Niger, Senegal and Togo). There are coins of **5 FCFA; 10 FCFA, 25FCFA, 50FCFA, 100FCFA, 500FCFA**. Notes are issued in denominations of **1000, 2000, 5000 and 10000 FCFA**.

10.2 MUWA franc CFA has a fixed parity with European Union Euro and its exchange rate is **1Euro** for **655.957 FCFA**.

10.3 There is no limit to the amount of foreign bank notes or traveller's cheques, which visitors may bring into Burkina Faso. However, the export of Burkina Faso currency by visitors is strictly forbidden. A maximum of 300000 FCFA may be carried out of bank trade.

10.4 Commercial banks provide exchange facilities. Most banks are open between 7h30.00 am to 12h30 pm and from 1530 to 17h30 from Monday to Friday. Main banks are close to Hotel Splendide.

11. HOURS OF BUSINESS

The working week in Burkina Faso runs from Monday to Friday (7:00-12:30 and from 15:30 to 17:30) Saturday and Sunday being a holiday.

12. ELECTRICAL SUPPLY

Local voltage is **220/240 V 50 Hz** with French plug. Participants from countries using English plugs may bring suitable plug for their laptops.

13. TELEPHONES

Worldwide direct connections are available, using the international code or telephone operator if necessary.

From abroad dial **226** followed by required number. There are 3 mobile operators: **Telmob/Orange, Telecel, and Zain**.

List of Hotels in Ouagadougou

HOTEL	Rooms Prices	ADDRESS	FACS.	PHONE	EMAIL
LAICO	76 800/ standard Room 9500 F/ pers +breakfast	Avenue Pascal ZAGRE 01 BP 1603 Ouagadougou 01	(226) 50 49 98 01/ 02	(226) 50 49 98 00	
PACIFIC	35 000 + breakfas	01 BP 5818 Ouagadougou 01	(226) 50 31 30 39	(226) 50 31 30 37	pacifichotel@fasonet.net
AZALAI	50000 60 000 65 000	01 BP 127 Ouagadougou 01	(226) 50 30 67 67	(226) 50 30 60 60	
SPLENDIDE I	45 000F / single room 50 000 F/ Double room	1108, Avenue Kwamé N'Kumah 01 BP 1715 Ouagadougou 01	(226) 50 31 72 91	(226) 50 31 72 78	sph@fasonet.net
SPLENDIDE II	55 000F// single room 60 000 F / Double room	1108, Avenue Kwamé N'Kuma 01 BP 1715 Ouagadougou 01	(226) 50 31 72 91	(226) 50 31 72 91	sph@fasonet.net
JOLY HOTEL	68 300 F/ standard room 78 300 F/ Double room	02 BP 6149 Ouagadougou 02	(226) 50 3762 59	(226) 50 3762 57 58/ 60/ 61	Jolyhotel.ouaga2000@fasonet.net www.jolyhotel.net
TANG ZUGU	18.000F/Night per room 28.000 F / night per flat	01 BP 1014 OUAGADOUGOU 01	(226) 50 39 88 07 (226) 50 39 86 02	(226) 50 30 2940	tangzugu@yahoo.fr
ANAEL	19. 500 F/ Night per room 29. 500 F/ night per flat	01 BP 1014 OUAGADOUGOU 01	(226) 50 30 13 71 (226) 50 30 13 72	(226) 50 30 002 37	tangzugu@yahoo.fr

CONTINENTAL	38 000 F / suite 28 8000 F/ 1 st category single 25 800 / 2 nd category single 20 800 / 3 rd category single	01 BP 35 93 Ouagadougou 01	(226) 50 30 8636	(226) 50 30 69 19	hotelcontinental@yahoo.fr
IRIS	19 580 F/ room 23 820 F / flat	01 BP 1808 Ouagadougou	(226) 50 30 0053	(226) 50 30 00 56	iris@fasonet.bf
MERCURE SILMANDE	68 100 F Single 68 100 Double 222 500 F VIPSuite	01 BP 4733 Ouagadougou 01	(226) 50 35 60 54	(226) 50 35 60 05	HI325@accor.com www.accorhotels.com www.mercure.com